

Regular meeting of the Board of Trustees of the Village of Brockport was held in the Village Court Conference Room 49 State Street Brockport, New York, October 15, 2018 at 7:00pm.

PRESENT: Mayor Margaret B. Blackman, Trustee/Deputy Mayor John D. LaPierre, Trustee Annette M. Crane, Trustee Shawn Halquist, Trustee Katherine J. Kristansen, Clerk Leslie Ann Morelli, Treasurer Daniel P. Hendricks, Police Chief Mark T. Cuzzupoli, Building Inspector/Code Enforcement Officer Chad H. Fabry, Attorney Daniel J. Mastrella

EXCUSED: DPW Superintendent Harry G. Donahue

ALSO PRESENT: Village Historian William Andrews, Greenspark Solar's Shawn Lessord & Doug Weishaar, Seymour Library Director Carl Gouveia, Brockport Fire District Treasurer Harold Mundy, Joan Hamlin

CALL TO ORDER / PLEDGE: Mayor Blackman called the meeting to order and led the Pledge of Allegiance.

MOMENT OF SILENCE: to honor those who serve our Country, enforce our laws, & respond to emergencies

MISSION STATEMENT: "To provide a high quality of life for all residents, exercising fiscal responsibility and preserving Brockport's unique heritage and historic character."

BROCKPORT HISTORICAL MOMENT: William G. Andrews, Village Historian

The subject of tonight's historic moment was a most remarkable Brockportonian, but little remembered today. George R. Ward was born in Pavilion in 1837 and came to Brockport about 1854. He began in the grocery business in 1860. In 1871, he bought the building where Bicycle Outfitters is now and remodeled it to a height of three stories. The grocery was on the ground floor and, in 1878, he added an Opera House on the third.

With the Opera House as his base, he was Brockport's leading impresario. He hosted in the Opera House concerts, operas, public lectures (including Elizabeth Cady Stanton), meetings, suppers, plays, parties, a dog circus, minstrel shows, a human serpent, a comedian, wrestling and boxing matches, dancing assemblies, and, for a time, a roller skating rink. He sponsored performances on a circuit to Albion, Medina, and Batavia.

He also organized many other recreational activities. He sponsored musical tournaments, baseball games, festivals, and excursions. One festival included a procession through the village with twelve bands, 23 units, and the mayor of Rochester, and fat man, bicycle, and fire hose races. One excursion by a special, twelve-car train from Rochester to Niagara Falls included over 300 Brockporters, plus hundreds from other towns. Another 11-car special train took Rochester-area tourists to the 1876 American centennial celebration in Philadelphia.

In 1880 and 1881, he held "Grand Mid-Summer Tournaments" with balloon flights; bicycle, fat man, and horse races; a tight-rope walker; and target shoots. Special trains brought Rochesterians to the event, boosting the attendance to 6,000. He offered a \$200 prize for the "handsomest woman in New York State". Unfortunately, the "handsomest woman" was regarded by many as not being especially attractive and was revealed a week later to have entered under a false name, she became insane and was confined to an asylum. In 1882, the summer event became a "Carnival of All Nations", with an attendance of 2,500. It included a 10-mile ladies horseback race that was to determine the "championship of the world."

Ward was involved in many civic activities, organizing the annual Decoration Day celebrations, firemen's parades, an "Old Folks" concert and 4th of July celebrations. He was a charter member and first foreman of a fire company and was mainly responsible for bringing the 1876 steamer to Brockport. He organized a program to host "fresh air" children from New York City. He chaired the committee to raise funds to erect the Soldiers and Sailors Monument. In 1887, he was assistant secretary of the State Fair and organized its Domestic Hall. In 1877, he was general superintendent of the Brockport Union Agricultural Fair.

He was a talented musician, performing publicly as a solo vocalist, in a men's quartet, or in a chorus many times. He was music director for the Presbyterian church and the Brockport Opera Club and a band and choral conductor.

Ward was a leader in the local Republican organization, chairing it, serving as a delegate to district and state nominating conventions and as President of the Young Men's Political Club (at age 50!). He was a Village Trustee in 1878-1880 and Board President six times, 1881-1889, and was a member of the

Village's Board of Health. He ran unsuccessfully for county sheriff in 1872 and for county treasurer in 1876.

In business, besides his grocery store, which he sold in 1887, the Opera house, and his work as an impresario, he was one of the founders of the Moore-Shafer Shoe Mfg. Co., a trustee of the Rochester Fire Escape Co., manager of a telephone company, sold insurance, and owned a phosphate warehouse. In 1885, he went bankrupt, but, somehow, he managed to retain ownership of his grocery and the Opera house.

The Brockport Republic said of him, "When he takes hold of an enterprise...it has to go, for he always enlists the co-operation of those whose assistances are requisite." He accomplished all of that, and more, despite being chronically ill throughout that period, often home-bound or hospitalized. He died February 14, 1889, age 51.

OATH OF OFFICE: (ceremonial) none

CERTIFICATES & PROCLAMATIONS: none

PUBLIC HEARINGS: none

PUBLIC COMMENT:

- Bill Andrews of College Street – on behalf of the Welcome Center Management Committee reported on the season having just ended October 10th. Statistics: 441 boat nights which is a 42% increase over 2017 and a 25% increase over 2016. A 15% increase in the number of passengers on boats. Rule of thumb is that tourists spend an average of \$150 per person per day. Boaters generate a great deal of business for the downtown merchants. There were 13 new greeters added to the roster and all shifts were covered. Steve Buckley donated 11 new bicycles. Brad Alexander donated a bicycle work station. Sue Edmunds donated new furniture. Phoebe the Mule was returned having been on loan to the Seymour Library. She is missing a few patches that will be repaired. An end-of-season party was held for the volunteer greeters organized by Gary Skoog of the Management Committee and held in the party room at 58 Main. Bill is retiring from his role of scheduling the greeters and is confident Susan Smith of the Management Committee will do a great job. He thanked the Village Board for their support of the canalfront greeter program.

GUESTS:

- Greenspark Solar – Shawn Lessord and Doug Weishaar of Greenspark Solar provided a brief update on the status of the Village's solar project which includes the Seymour Library and Brockport Fire District. Library Director Carl Gouveia and Fire District Treasurer Harold Mundy were in attendance to receive the update. Presentations were previously made to all 3 entities. D. Weishaar said things are moving forward at a decent clip. A new financier has been secured and a proposed agreement has been forwarded to Village Attorney Mastrella for review. It has been simplified as compared to a prior agreement with a different financier. The project is on track to be up and running at some point in 2019. The design team is at work and final electrical design is expected next week. They are preparing the permitting and NYSERDA paperwork.

Village Board and Village Attorney had several questions for Greenspark:

- Interconnect cost? - Doug guesimates \$140,000 – cheaper than previous attempt.
- Options? – Doug said the offer letter will detail options such as fixed price or escalating such as 1% year over year or 2% year over year. Per kilowatt hour pricing will be shown. Having analyzed the historical data, there should be enough credits generated to shrink the bills to zero.
- Streetlight buyback project impact? – Doug said it's important to know the Village is working toward this. He'll need more detail. Mayor said the Village owns 66 and plans to buy back ~400 from National Grid. The Village will be replacing with LEDs on all – getting rid of the fixture and maintenance charges and standard bulbs. Doug said that is fantastic as there can be a 70-75% electricity reduction switching streetlights to LEDs. Treasurer said the next step in that project is the application to purchase. Village Attorney just reviewed the agreement. Doug said he will review the bills to see what, if any, impact that will have. He is glad this project isn't completed yet as the timing get can tricky as once below a certain threshold, it's not worth it.
- 2019? – Doug said 2019 is a big year for these solar projects and that there are 2 big hurdles – contract signing and utility company approval. It is possible to break ground in the spring – even winter if the weather cooperates. Construction will take 2 to 3 months. There is a long lead time for certain items such as racking due to tariffs on steel.
- Reviewed with Seymour Library and Brockport Fire District? – Doug said yes, and the proposed agreement will be pretty much the same except for allocating percentages – all entities will be covered 100%.
- Governor announcement re solar plus storage program? – Doug said they are awaiting NYSERDA to structure and incentivize on this. It is not designed for the type of project being done here.

- How much will the project generate? – Doug said 1.5 megawatts or 1.6-1.7 kilowatt hours.
- Easement versus Lease? – Village Attorney indicated that as compared to last one, this calls for an easement, not a lease. Terminology can be interchangeable but should be consistent throughout.

Both projects appear doable and able to move forward. Doug will keep the Village updated on the solar energy project. He asked that the Village keep him updated on the streetlight buyback and conversion to LEDs project so that can be factored in.

CONSENSUS ITEMS:

- **APPROVAL OF MINUTES:**

→ Trustee Kristansen moved, Trustee Crane seconded, carried 5/0 that the minutes of the 10/1/18 meeting be approved as written.

- **APPROVAL OF BILLS TO BE PAID**

→ Trustee Crane moved, Trustee LaPierre seconded, carried 5/0 that the bills be allowed and paid upon audit.

A/P Clearing Account

	<u>Abstract Date</u>	<u>Amount</u>
FUND (A): <u>General</u>	10/02/18	\$143,001.06
	10/15/18	\$62,838.01
FUND (F): <u>Water</u>	10/02/18	\$6,377.65
	10/15/18	\$53,360.03
FUND (G): <u>Sewer</u>	10/02/18	\$25.92
	10/15/18	\$310.29
FUND (H): <u>Capital</u>	-	-
FUND (T): <u>Trust & Agency</u>	-	-
		\$149,404.63 10/02/18 total
		\$116,508.33 10/15/18 total

CLERK REPORT: Clerk – Leslie Ann Morelli

- o Tax collection update – Clerk Morelli shared that as of today, 98% of the tax warrant has been collected and 1,623 of the 1,678 tax bills are paid in full. The PILOT bills (Belmont Management’s Park Place Apartments and Village Centre Apartments) are also paid. A second delinquent notice went out 10/5 to those remaining unpaid at that time. Collection runs through 10/31.

- o Medicare Retirees Plan – Clerk Morelli shared that last Friday she sent out the annual required notices to the retirees on the Medicare plan as to their coverage being creditable. The broker anticipates the rates for the plan being released in the next couple of weeks and that the rates are projected to go down.

- o Sexual Harassment Prevention Guidance – Clerk Morelli shared that New York State Department of Labor has finalized the sexual harassment prevention guidance for employees which includes a model policy and training plan that can be used by employers. This is in response to a new law, which was part of the 2018-2019 State budget. Clerk Morelli has requested a proposal of HR Works, the company that assisted with the updated Employee Handbook, as to complying with policy and training requirements. She said she promised Seymour Library Director Carl Gouveia she would include the library employees in such proposals. More information will be forthcoming.

- **DEPARTMENT REPORTS:** (VB meeting the 3rd Monday of each month)

- o Treasurer – Daniel P. Hendricks

- Financial reports for period ending 9/30/18 – Treasurer Hendricks referred to the report included in the packet.

- Authorize budget amendments & any transfers from contingency –

→ Mayor Blackman moved, Trustee LaPierre seconded, carried 5/0 that the following budget amendments and transfers be authorized:

Amendments

Expenditures

Account

#	Description	Amount	Purpose
A1440.4000	Engineer – Contractual Expense	\$5,000.00	(1)
A1450.4010	Election Inspector Salaries	\$1,350.00	(2)
A7140.2020	Parks/Playgrounds – Memorial Bench	\$4,760.00	(3)
A7450.4010	Museum – Adopt A Picture	\$1,179.00	(4)

A7550.4090	Celebrations – Miscellaneous	\$3,000.00	(5)
A8120.400P	Sanitary Sewer – Perry St.	\$3,500.00	(6)
A6410.4090	Boat Dock	\$19,580.00	(7)

Total \$38,369.00

Total General Fund Expense Budget Before Amendment	\$5,706,828.00
Amendment	\$38,369.00
Total General Fund Expense Budget	\$5,745,197.00

Revenues:

Account #	Description	Amount	Purpose
A1710.0000	Public Works Services	\$5,000.00	(1)
A1230.0000	Clerk/Treasurer Fees	\$1,350.00	(2)
A2705.0000	Donations	\$4,760.00	(3)
A2655.0001	Minor Sales – Museum – Adopt A Picture	\$1,179.00	(4)
A2705.0000	Donations	\$3,000.00	(5)
A1710.0000	Public Works Services	\$3,500.00	(6)
A3089.7000	State Aid – Other	\$19,580.00	(7)

Total \$38,369.00

Total General Fund Revenue Budget Before Amendment	\$5,706,828.00
Amendment	\$38,369.00
Total General Fund Revenue Budget	\$5,745,197.00

Purpose:

- (1) Increase budget for engineering – Havenwood Subdivision, reimbursement by Chromium Development
- (2) Increase budget for Election Inspectors – Reimbursement from Monroe County
- (3) Increase budget for purchase of benches – reimbursement from donations
- (4) Increase budget for museum – sales/donations museum adopt a picture
- (5) Increase budget for celebrations, RPO performance – anonymous donation

Amendments

Expenditures

Account #	Description	Amount	Purpose
G8120.4000	Sewer Fund Contractual	\$6,716.00	(1)

Total \$6,716.00

Total Sewer Fund Expense Budget Before Amendment	\$142,557.000
Amendment	\$6,716.00
Total Sewer Fund Expense Budget	\$149,273.00

Revenues:

Account #	Description	Amount	Purpose
G2389.8000	Monroe County – CDBG Sewer Fund	\$6,716.00	(1)

Total Sewer Fund Revenue Budget Before Amendment	\$142,557.000
Amendment	\$6,716.00
Total Sewer Fund Revenue Budget	\$149,273.00

Purpose:

- (1) Increase budget for sewer project – reimbursement – Monroe County

Account #	From Description	Account #	To Description	Amount
A1990.4000	Contingency	A1620.4010	Bldgs. – 127 Main St.	\$1,600.00 (1)
A1990.4000	Contingency	A7140.4030	Parks/Playgrounds – Gardening	\$4,000.00 (2)

Purpose:

- (1) Transfer to pay for replacement of compressor for furnace – 127 Main St.
- (2) Transfer to pay for gardening services – Kathleen Kepler

- GASB 75 – reporting for postemployment benefits other than pensions –

Treasurer Hendricks referred to the GASB 75 report which relates to post retirement benefits provided by governmental agencies. Discussion took place as to the purpose of GASB 75, that it is an unfunded liability, that it must be disclosed when issuing debt, and that it is to be updated annually.

- NYCOM Fall Training School – conference report – Treasurer Hendricks referred to the report in the packet.

- o Building / Zoning / Code Enforcement – BI/CEO Chad H. Fabry

- BI/CEO Fabry shared the following:

- C of O's – great response (98%) to the department's attention-getting letter to those with expired rental Certificate of Occupancy that resulted in many calls to schedule inspections. Needs to establish timeframes and put the onus on property owners to call for re-inspection once repairs have been done or problems remedied as well as to pay for and pick up the C of O's. This would lessen the need for limited department staff having to chase them down.

- New Construction – a couple of new houses in Remington Woods and the Nativity Church project.

- o Police – Police Chief Mark T. Cuzzupoli

- Chief Cuzzupoli provided the following report:

1. K-9 Crime Stoppers flier featuring BPD K-9 Brock. Will be used to fund their K-9 initiative.
2. Crime Stoppers K-9 initiative purchased a full-bite suit to enhance K-9 Brock's training. (Value of donation is just over \$1,800)
3. Senator Ort Grant confirmed by DCJS for \$5,000
4. Community Service Initiative – Expanding to "Coffee with the Chief" which will be the first Wednesday of each month at alternating coffee shops in the village.
5. 4th Annual Pierson Games – The Brockport Police Department Explorers took 1st place. Officer Tyler Dawson leads the Explorer Post.
6. \$1,500 check reimbursement check for Officer VanDervort attending Crisis Intervention Training was turned over to Treasurer Hendricks.
7. Recovery Now – Grand Opening Flier. Took place October 2nd. Program is expected to grow as word gets out to the public.
8. Discussed "Take Back the Night March scheduled for October 24th" - BPD provides special attention and assistance with crossing streets safely.
9. Spoke of OASIS Detail – funded by Grant coordinated by College @ Brockport. One UPD Officer partners with one BPD officer on directed patrol to maintain public order in the village. Detail was a success with 382 student contacts. The detail is dual purpose with a few minor arrests but mostly educating the students on Village Code Laws and other public order offenses.
10. DMV Fraudulent Document Division worked a detail with BPD on September 29th. The detail took place at two locations. The Red Jug Pub and the Stonyard. 16 citations were issued for using a fictitious Driver's License to enter the establishment. Thank you to Deputy Mayor LaPierre for his "ride-along" with Officer Wakefield that night.
11. Officer Elliott Cave was featured in an article that recognized the College at Brockport as top in NYS for its career preparation.
12. BPD will assist with traffic control and safety during Midnight Madness which is scheduled for October 26th.

- o Public Works – Superintendent Harry G. Donahue (excused – at NYCOM PW School)

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- o Village Attorney – Daniel J. Mastrella, Esq.

- Solar project – discussed earlier

- Street light buyback project – not a quick process as it involves regulatory approvals then release from National Grid's collateral to the Village.

- Code Review Committee – shared that Trustee Crane forwarded to him some suggested revisions to Village Code Chapter 36: Minimum Housing and Buildings Code

BI/CEO Fabry advised that those suggested revisions are not intended as a final draft.

- **PERSONNEL ITEMS:**

- o Appoint to fill 1 vacancy on the Tree Board –

→ Mayor Blackman moved, Trustee Kristansen seconded, carried 5/0 to appoint Cathy Appleby as a member of the Tree Board for a term to 6/30/21.

- o Board / Committee vacancies – the following vacancies remain:

**VILLAGE OF BROCKPORT
BOARD / COMMITTEE / TASK FORCE
VOLUNTEER OPPORTUNITIES**

Volunteer vacancies for Village residents:

- Zoning Board of Appeals – meets 1st Thursday 7pm at Village Court (only upon application)
Note: a minimum of 4 hours of training is required each fiscal year (6/1-5/31)
1 vacancy to complete a term to 6/30/22
1 vacancy for a term to 6/30/23
- Historic Preservation Board – meets 3rd Thursday 6:30pm at Village Court
1 vacancy to complete a term to 6/30/19
1 vacancy to complete a term to 6/30/20
- Emily L. Knapp Museum Board - meets 4th Wednesday at 6:30pm at Village Hall
1 vacancy to complete a term to 6/30/19
1 vacancy to complete a term to 6/30/20
- Tree Board – meets 3rd Tuesday 7pm (October – May) at Village Hall
1 vacancy to complete a term to 6/30/21
- Code Review Committee – meets 4th Monday at 5:30pm at Village Hall
1 vacancy to complete a term to 6/30/19
- Housing Task Force – meets 4th Monday at 5pm at Village Hall
2 vacancies to complete a term to 6/30/20

All Boards/Committees/Task Forces - if meeting schedule falls on a holiday, there is no meeting.

Applicant must be a Village resident & able to use email & internet.

Submit a position interest form via the Village website: www.brockportny.org

Updated: 10/16/18

Deadline: until vacancies filled

For posting: on Village website & at Village Hall & at Seymour Library

- **OLD or NEW BUSINESS:**
 - o Accept proposal for a citizen award – “The Greater Brockport CommUNITY Award”

→ Mayor Blackman moved, Trustee Crane seconded, carried 5/0 to accept the proposal of William G. Andrews and Allan R. Berry for a citizen award as follows:

The Greater Brockport CommUNITY Award

Purpose: The purpose of this award is to encourage, recognize, and reward individuals who have made exceptional contributions to enhancing and solidifying the fabric of the Greater Brockport Community. The results may be manifest through volunteer or professional efforts that have had a major impact on the community.

Eligibility: All residents of the Village of Brockport, the Towns of Clarkson, Hamlin, and Sweden who have been actively engaged as leaders in building a sense of community in the greater Brockport community are eligible.

Criteria: This award shall be presented from time to time for outstanding leadership in undertaking important innovative activities or creating significant new ways to strengthen the bonds of community in the Greater Brockport Community. The activities being recognized may have been accomplished in the year before the nomination or may have extended over a longer period of time.

Nominations: Nominations may be made at any time by individuals or organizations. Self-nominations are acceptable. Nominations must be supported by detailed descriptions of the activities to be recognized by the award. They must include complete contact information for the nominator and the nominee. Supporting letters are encouraged. Nominations must be submitted by postal mail or personal delivery to the Village Clerk, Village of Brockport, 127 Main Street, Brockport, NY 14420.

Selection: When a nomination is received, the Clerk of the Village of Brockport shall notify the Boards of the four municipalities each of which shall be invited to appoint a member of a selection committee. The committee member representing the Village of Brockport shall convene and chair a meeting of the selection committee for the purpose of evaluating the nomination and reporting the results to the Village Board. If the report endorses the nomination, the Village Board shall schedule the presentation of the award.

Cash Award: The award winner(s) shall receive a cash prize from the proceeds of a trust fund established to support this award and the Monika W. Andrews Award and administered by the Brockport Village Treasurer. If more than one award winner is selected the prize money shall be divided equally among the winners.

W. Andrews shared that they have not yet brought the proposal to the Town Boards of Sweden, Clarkson, Hamlin, but anticipate they will be amenable to such.

- o Village Board personal sponsorship of After Hours @ Seymour Library fundraising event 11/17/18 – Mayor Blackman said the past several years the members of the Village Board have sponsored a food station at this event by each personally contributing \$50. Village Board agreed to do so again. Mayor Blackman asked that each Trustee drop off their donation to the Village Clerk.

- o Grants:
 - Authorize application for an Erie Canalway National Heritage Corridor grant

→ Trustee Kristansen moved, Trustee Halquist seconded, carried 5/0 to adopt the following resolution:

RESOLVED, to authorize the Village's grantwriters, J. O'Connell & Associates, to prepare an application to the Erie Canalway National Heritage Corridor for funds of no less than \$2,000 and not to exceed \$7,000 for improvements to the Canalfront Welcome Center. The Village of Brockport will put forth the required one-to-one matching funds so that any funds awarded will be equaled by matching funds.

Note for the record:

J. O'Connell & Associates contact is Gia Faust
Village Board contact is Mayor Blackman & Trustee/Deputy Mayor LaPierre
Village Office contact is Deputy Clerk-Treasurer Erica Linden
Welcome Center Management Committee contact is Susan Smith

- Authorize application for a William G. Pomeroy Foundation for historic markers – W. Andrews shared that the Historic Preservation Board was invited to apply and that said historic district markers would be for the Main Street historic district (signage for corner of Main Street and State Street) and for the State Street, Park Avenue, South Street historic district (signage for corner of State Street and Park Avenue).

→ Trustee Kristansen moved, Trustee Crane seconded, carried 5/0 to adopt the following resolution:

RESOLVED, to authorize application to the William G. Pomeroy Foundation in an amount not to exceed \$4,000 for historic markers for our two historic districts. There is no matching component.

Note for the record:

J. O'Connell & Associates contact – not utilizing
Village Board contact is Trustee Halquist
Village Office contact is Deputy Clerk-Treasurer Erica Linden
Historic Preservation Board contact is William Andrews

VILLAGE BOARD REPORTS:

- o Mayor Margaret B. Blackman
 - Mayor Blackman provided the following report:

RTS letter by CEO Bill Carpenter received which I would like added to the minutes. In sum, Phase two of reimagine RTS will soon begin in which they will focus on community mobility zones—us and other outlying areas which comprise 5% of the ridership. RTS will be contacting us and other mobility areas to set up 2 public meetings to gather feedback from elected leaders and community stakeholders and then the public.

Dear Mayor,

I am writing to provide you an update on Reimagine RTS, our project to update the public transit system. In a few weeks, RTS will begin Stage Two, focusing on areas of the community we plan to serve with new, innovative cost-effective mobility options. We call these areas Community Mobility Zones. Some of the people you may represent, and we serve, will rely on the solutions we develop for these areas.

We worked with a consultant during Stage One of Reimagine RTS – which we completed in August – to determine where in our community it makes the most sense to operate the 40- and 60-foot buses you see on the road every day. We call this part of the transit system our fixed-route network. The consultant's recommendations align with what our customers tell us they want: frequent service with more direct trips, and shorter wait times. Ninety-five percent of our current customers will have access to the recommended fixed-route network, providing them better transit.

Stage Two will focus on the remaining 5 percent of our customers, people who live and/or work in the Mobility Zone areas. We just contracted with experts in this emerging field, (IBI) to help us work through Stage Two and determine the best mobility options possible for the seven different zones. These include Henrietta, Webster, Brockport, a portion of Irondequoit, a section of Rochester near Eastman Business Park, Greece and the southeastern part of Monroe County out to Eastview Mall.

If you represent one of these zones we will need your help. RTS will be contacting you to help set up two meetings. The first will be to engage, educate and gather feedback from elected leaders and community stakeholders on service gaps created by changes to the fixed route network. The second will be a public information session which RTS and town leaders can co-host.

We will contact you soon to share the desired timing of these meetings. We look forward to working together to plan these meetings and ensure Reimagine RTS is a success.

Sincerely,



Bill Carpenter, CEO
Regional Transit Service

Walk to School (10/3)—683 walkers, 94 fewer than last year but good given the rainy weather. 6th grade won the competition among middle school classes. I greeted walkers at Brockway and Main Street along with Merrill Melnick and Officer Cave.

BCRC [Brockport Community Rowing Club] meeting 10/4. The club has now launched a Facebook page, Brockport Community Rowing, and has an email account, Brockportcommunityrow@gmail.com. Next steps will be meeting with the College at Brockport to discuss specific location of the boathouse and securing architectural drawings for it.

NYSCC - information from John Callaghan, Deputy Director of the Canal Corporation.

The safety of the Erie Canal embankment remains a top priority for the New York Power Authority and New York State Canal Corporation. After careful consideration, we have decided not to appeal the temporary restraining order regarding the embankment safety program. Instead, we will pursue a comprehensive environmental review of the program across the entire state Canal System, not just in the three towns that pursued litigation. The public will have the opportunity to provide input during this process. We are confident this environmental review will confirm our position that removing vegetation from the embankment is both an appropriate and prudent step to ensure the safety of those who live and work on or near the canals.

In communities where the embankment has already been cleared, the Canal Corporation is preparing to remove and dispose of tree stumps, improve slopes to facilitate seeding and maintenance and install a toe-drain to reduce water buildup at the base of the embankment. That work is expected to begin in November. The Canal Corporation plans to hold a meeting in Brockport in December where the public can provide input about enhancing the visual aesthetic along the Erie Canal following vegetation removal and is also in the process of hiring a design consultant to facilitate that conversation.

8th -12th I was out of town.

- o Trustee/Deputy Mayor John D. LaPierre
 - Trustee LaPierre provided the following report:

On October 2nd, I attended the first Gates to Recovery meeting in Brockport. Support for such a group is necessary and will continue with monthly meetings.

On October 9th, I attended the Parks Committee meeting. A dedicated group of people who continue to help keep our parks beautiful and safe for the children playing there.

On October 10th, I reviewed the Police Department awards that have been proposed based on actions of our Police Department officers in the course of their work protecting and keeping Brockport safe.

On October 10th, 11th 12th and (today) 15th I participated in interviews of applicants for Code Enforcement Office Coordinator. We had 12 applicants to interview.

On October 13th I enjoyed time with the volunteers of the Welcome Center as they end another successful season of welcoming canal travelers to Brockport.

- o Trustee Annette M. Crane
 - Trustee Crane provided the following report:

10/2 I attended the first Gates to Recovery drop in session.

10/4 and 10/11 I attended the Library Consultant Committee meetings. At the meeting on the fourth we opened and had the first reading of the proposals from the two firms that responded to our request for proposal. We decided to interview both firms, which we did at the meeting on the 11th. After interviews on the 11th. we selected one of the firms by vote, pending results of reference checks.

10/9 I attended the Parks Committee meeting

10/13 I attended the Welcome Center Greeters thank you party with my husband, who is a greeter. It was a good season at the Welcome Center.

10/10, 10/11, 10/12, 10/15 with Code Enforcement Officer Chad Fabry and Deputy Mayor LaPierre, interviewed candidates for Code Enforcement Office Coordinator. Many suitable candidates have applied for the job. We start second interviews Wednesday.

- o Trustee Shawn Halquist
 - Trustee Halquist shared the following:
 - 10/2 – attended the Gates to Recovery information session

- o Trustee Katherine J. Kristansen
 - Trustee Kristansen provided the following report:

October 2nd...I met with Kathy Kepler and Gary Skoog regarding the Native Plant Pollinator Garden next to the Welcome Center. This is part of the Erie Canal Native Plant initiative.

In the evening I met with BISCO to discuss the future of the Arts Festival and other BISCO topics.

October 3rd... I met with Brockport Merchants Association...discussion included the Halloween Happenings event which will be held on October 26th from 6-9pm. As always, the kiddies trick or treat parade will start at the Lift Bridge at 6 pm. The BMA would like the VB to lead the parade...anyone?

October 4th...In the afternoon, I met with the Tree Surround Ad-Hoc Committee to discuss going forward...the committee is working on a proposal to present to the board in the future regarding Main Street beautification. Very positive and productive discussion. Also, it has been suggested by the committee (in consultation with our gardener) to "sprinkle" mulch on bare spots in the tree surrounds to help retain moisture going into the winter...this is in direct contrast to the VB tree surround policy.

→ Trustee Kristansen moved to allow a one-time sprinkling of shredded mulch on tree surrounds dirt not touching trees to occur sometime this fall. Amended by Trustee LaPierre, seconded by Trustee Crane, carried 5/1 that the sprinkling of mulch be upon the Village Gardener's recommendation.

We are meeting again on November 1 at Java...anyone who would like to attend...please join us. Note...motion was amended to include guidance of gardener.

In the evening, the Library Business Consultant Committee met to discuss the interview process, review completed RFPs and construct interview questions.

October 9th...I met with Art Appleby to debrief the management and leadership of the 2018 Brockport Arts Festival. We also discussed the vision and mission of the festival and its future. Due to time constraints, I will not be co-chairing the festival next year...BISCO is looking for volunteers to step up for the future of the festival. If you are interested, BISCO is meeting twice a month (1st and 3rd Tuesday) at the Fire Exempts House at 5:30PM.

October 11th...I attended the 2018 After Hours committee meeting.

I then took part in the interview of the two candidates to fill the Seymour Library Business Consultant position. Both candidates were very well qualified. The committee did make their choice but will not make the choice public until references are checked and the contract is awarded.

→ Trustee Kristansen moved, Trustee Crane seconded, carried 5/0 to allocate no more than \$5,000 (representing the Village of Brockport's share of total cost) from contingency to hire a library business consultant as named by the Library Business Consultant committee and to authorize the Mayor to sign the contract once reviewed by the Village Attorney.

The cost of this contract is being shared equally between the three municipalities (Village of Brockport, Towns of Sweden and Clarkson) who own the Seymour Library.

October 12th...I assisted the Chamber of Commerce with their Casino Night.

October 13th...A DPW worker and myself renovated the last of the tree surrounds on Main Street. Myrtle still needs to be planted, I will be doing that this week hopefully...anyone want to help?

I also spoke regarding private memorials on public property and the importance of any VB which may be in office consistently following code as written...in this case 35-14.

EXECUTIVE SESSION:

→ At 8:43pm, Trustee Kristansen moved, Trustee LaPierre seconded, carried 5/0 that the Board of Trustees of the Village of Brockport enter executive session to discuss a personnel matter – regarding candidates to fill the Building/Code Enforcement Department vacancies.

BI/CEO Fabry and Treasurer Hendricks were invited to sit in.

→ At 9:29pm, Trustee Crane moved, Trustee Kristansen seconded, carried 5/0 that the Board of Trustees of the Village of Brockport re-enter the regular meeting.

→ Mayor Blackman moved, Trustee Kristansen seconded, carried 5/0 to promote Chad H. Fabry from part time to full time Building Inspector/Code Enforcement Officer (Civil Service title: Building Inspector) to be detailed in hire letter from the Mayor as follows:

Congratulations! As you know, at the meeting of the Brockport Village Board held October 15th you were promoted from part time to full time Building Inspector/Code Enforcement Officer. As discussed, the change to full time will be November 1st.

Please be reminded that this is a Civil Service competitive position – title: Building Inspector. Your hiring is provisional status as you must establish Monroe County residency 4 months before taking the exam the next time it is offered. For permanent status, you must pass the exam and be reachable on the certification of eligibles list. I am confident this will not be a problem.

The position is 40 hours per week typically 5 days per week, Monday through Friday 8:30am to 4:30pm, which includes a paid half hour lunch break. As we agreed, you can allocate your 40 hours over 4 days a week if you so desire. Simply indicate such on the shared calendar for your office. Occasional evening meetings of the Village Board, Planning Board, Zoning Board of Appeals, Code Review Committee, Housing Task Force are as needed. On days there is an evening meeting, you are welcome to come in late and work through until meeting start time. Simply indicate such on the shared calendar for your office. It is expected that you will respond to after hour emergencies should the need arise.

The position is assisted by a full time clerk – Building/Code Enforcement Department Coordinator (Civil Service title: Secretary to Planning and Zoning Boards) of which you are serving on the Search Committee to fill the vacancy.

The position can also be assisted by a part time Building Inspector/Code Enforcement Officer (Civil Service title: Building Inspector part time) and/or a part time clerk. We can discuss in the future whether to fill these vacancies.

Your salary will be \$77,000 per year and you will be eligible for the same percentage increase June 1st each year as other non-union employees. Benefits documents are enclosed and contribution towards premiums are outlined in the Employee Handbook.

As you have 10 years of service with the Town of Clarkson, the Village Board agreed to count those years as it applies to vacation time, longevity, and years of service needed to continue health and dental benefits upon NYS Retirement.

You have use of a Village vehicle for all work-related business. If you choose to use it as a take-home vehicle, an imputed income entry will be made by the Treasurer on the payroll system for your W-2. Just let the Treasurer know.

Please formally accept by signing this offer and completing and returning the enclosed benefits paperwork to the Village Clerk at your earliest convenience. The Employee Handbook, holiday schedule and other employee related documents can be viewed from:
<http://www.brockportny.org/employees>.

I look forward to continuing our work together.

ADJOURNMENT:

→ At 9:30pm, Trustee Kristansen moved, Trustee LaPierre seconded, carried 5/0 that the meeting be adjourned.

Leslie Ann Morelli, Village Clerk

